

STATE OF ALABAMA

BALDWIN COUNTY

AGREEMENT

THIS AGREEMENT, by and between the CITY OF GULF SHORES, ALABAMA, a municipal corporation, hereinafter referred to as "City", and GULF SHORES AIRPORT AUTHORITY, hereinafter referred to as the "Authority".

WHEREAS, the City and the Authority agree as follows:

Terms

For a period of 5 years commencing January 1, 2020 the City shall provide the services of two (2) full-time employees to the Authority pursuant to Section 3.02 and Section 3.03 of the Lease, Assignment and Operating Agreement.

- Airport Manager (job description attached)
- (Airport) Administrative Assistant II (job description attached).

The City shall include in its annual audit contract an audit of all financial accounts of the Airport Authority which shall be reimbursed by the Authority.

The Mayor and City Council, through its City Administrator, shall provide formal input into the annual performance reviews of the Airport Manager's activities/ job responsibilities.

Business and Aviation Park

1. Determine lot sales rates or lease rates for all Authority owned properties.
2. Obtain FAA pre-approval and / or final approval of sales and leases.
3. Assist in the recruitment of prospects.

Budget -

1. The Authority shall provide a budget to the City in August each year for Council approval. The budget will include projected City expenses including personnel and public works costs. As required in the lease, the Airport Manager, on behalf of the Authority, will provide to the City a timely and complete submission of the Authority's annual recommended budget no later than August 30th and its 5-year CIP no later than October 30th of each year.
2. Annual budget submission should include any requested City appropriation and any FAA grant match amounts needed to support CIP.

Airport Financials -

1. Continue to develop and implement strategies for increasing airport annual revenues.
2. Assist City's auditor in annual airport audit.
3. The Authority shall provide the City monthly reports of airport revenues and expenses.

Conduct Annual Community Outreach Meetings -

1. Discuss operations and leases.
2. Inform community of any airport expansions or pending leases.
3. Seek community input on airport impact issues.
4. Develop plan and implement as feasible.

Airport Leases and Real Estate -

1. Inform Mayor and City Council via the City Administrator of any pending long term (3 year) lease and contracts for input to Authority.
2. Submit on behalf of the Authority any and all leases, subleases and lease assignments for Mayor and City Council ratification pursuant to Section 1.10 of the Lease, Assignment and Operating Agreement.

Tower and Terminal Building

- Implement FAA grant for constructing / establishing operations of a new airport control tower at Jack Edwards Airport within 3 years of this signed agreement.
- Complete design, bid and financing of a new airport terminal and parking facilities in the next 5 years.
- Actively market Jack Edwards Airport for new commuter services

Public Works Maintenance and Mowing

1. Authority to pay City an amount not to exceed \$140,000 annually (paid in monthly installments) for staffing and equipment. Reimbursement to be updated annually based on actual projections.
2. Internal Drainage and Fence Maintenance
3. Airport Mowing- Hangers, Approaches, Main Entrance, Administrative Areas, Hwy 59 Lots, Taxi, Alpha FBO Areas, Sweeping of all runway areas and Fence Weed Treatments.

Dated: _____

City of Gulf Shores, Alabama

Robert Craft, Mayor

ATTEST:

City Clerk

Gulf Shores Airport Authority